

**NEWPORT COUNTY CONVENTION & VISITORS BUREAU
BOARD OF DIRECTORS MEETING**

Tuesday January 10, 2012

12:00pm

The Gateway Information Center

3rd Floor Conference Room

MEETING MINUTES:

The meeting was called to order at 12:04 pm by Chairman Len Panaggio.

BOARD MEMBERS IN ATTENDANCE WERE:

Len Panaggio, Greg Fater, Stephen Coyne, Laurie Stroll, Susan Samson, Rocky Kempenaar, Karen Oakley, Marlen Scalzi, Katie Wilkinson, Jeff McDonough, Jon Cohen, Susan Coogan, Lisa Speidel, Pieter Roos, Barbara Pelletier

BOARD MEMBERS ABSENT & EXCUSED WERE: Ed Silveira, Stephan Brigidi, Daniel Braun

BOARD MEMBERS ABSENT & NOT EXCUSED WERE: none

Board members welcomed and introduced themselves to new board member, Barbara Pelletier, representing Tiverton.

STAFF PRESENT WERE: Evan Smith, Cathy Morrison, Kathryn Farrington, Tim Walsh, Ellen Crawley, Intern Kelsey Drought

GUESTS PRESENT WERE: Terry Horsley, representing The Newport Daily Record, filmed the meeting.

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for November 8, 2011 were reviewed. A motion to accept the minutes was made by Greg Fater and seconded by Karen Oakely. The motion passed unanimously.

II. TREASURER'S REPORT:

The financial report for November & December, 2011 was read by Stephen Coyne. City Bed Tax for October, 2011 was up 5.62%, YTD. Regional Bed Tax was up 3.13%, YTD for a combined YTD Bed Tax of +5.01%. He reviewed the revenues and expenses for the month of November & December, 2011. A motion to accept the Treasurer's report for November & December was made by Stephen Coyne and seconded by Pieter Roos. The motion passed unanimously.

Stephen reported, at the last meeting the board discussed the need to develop a budget reforecast but, since YTD revenue has currently increased, it will not be necessary.

III. STAFF REPORTS:

A. MARKETING:

Kathryn Farrington reported on the status and upcoming event for the Marketing Department.

B. OPERATIONS:

Cathy Morrison reported on the status and upcoming events for the Information Center.

C. SALES & TOURISM:

Tim Walsh reported on the status and upcoming events for the Sales Department. He added that he had no additional information regarding the America's Cup World Series event, June 23-July 1, 2012. Discussion followed. Evan Smith stated he will ask a representative from EDC to brief the board members on the America's Cup progress.

IV. COMMITTEE REPORTS:

A. FACILITIES:

Stephen Coyne reported on the following:

- The changes being discussed for the Bristol Visitors Center.**
- The comprehensive redesign of the first floor Information Center is on hold. Several small modifications are being made currently.**

B. FINANCE:

- The Finance Committee met on 1/6/12 and discussed the proposed 4% revenue increase to develop the new budget. A first draft of the proposed budget will be presented at the February board meeting and final budget to be presented in March for approval.

C. SALES & MARKETING:

Laurie Stroll reported on the following:

- The Sales & Marketing Committee met with and reviewed proposals from multiple design firms regarding the process of the name change and logo of the CVB to Discover Newport, 9 coastal towns, one big experience. The committee selected the graphic firm “Nail” for the contract. A new proposed design will be presented at the end of January. Discussion followed.

V. UNFINISHED BUSINESS:

Evan Smith stated that the Tour Tax that went into effect on 10/1/2011, is not good and, efforts to repeal the tax should continue. Discussion followed.

VI. NEW BUSINESS:

Evan Smith reported Beechwood Mansion has applied to the city to become a private art museum. Discussion followed. He also commented on the issue of raising tolls on the Newport Pell Bridge and the possible charging a toll on the Mt. Hope Bridge, in Bristol.

VII. ADJOURNMENT:

A motion to adjourn was made by Len Panaggio and seconded by Stephen Coyne. The motion passed unanimously. The meeting adjourned at 1:23pm.

The next board meeting will be

Tuesday, February 14, 2012

At the Gateway Information Center

3rd floor meeting room